

**FileMan 23**



**Business Requirements Document  
Identifying #**

**November 2014  
V0.1**

## Revision History

Note: The revision history cycle begins once changes or enhancements are requested after the Business Requirements Document has been baselined.

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Date BRD submitted to Business Owner(s) and Health Enterprise Systems Manager for sign-off	Approved version	Business Owner (date of approval) Health Enterprise Systems Manager Name (date of approval)
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# 1. Purpose

The Business Requirements Document (BRD) is authored by the business community for the purpose of capturing and describing the business needs of the customer/business owner identified within the New Service Request (NSR) # \_\_\_\_\_. The BRD provides insight into the AS-IS and TO-BE business area, identifying stakeholders and profiling primary and secondary user communities. It identifies what capabilities the stakeholders and the target users need and why these needs exist, providing a focused overview of the request requirements, constraints, and other considerations identified. The intended audience for this document is the Office of Information and Technology (OIT).

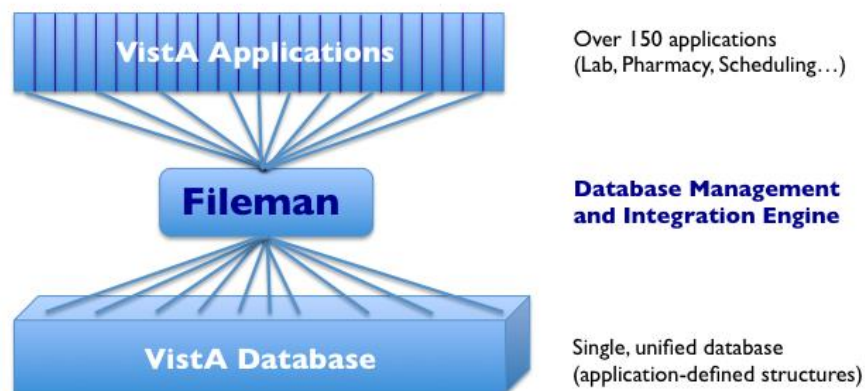
## 2. Overview

The current VistA Evolution Program to modernize VistA includes updating VA's enterprise data management capabilities. Modernizing Fileman will functionally standardize VistA's databases, allowing structured data query and exchange across VistA instances, creating an enterprise view of VistA data in standardized, computable form. This modernized Fileman is called Fileman Enterprise for its enterprise data management capabilities.

### 2.1. Foundation Phase and Support of Extensible Data Types

As a mission-critical infrastructure package – one that all VistA applications depend on to manage their data - VA FileMan requires an extraordinarily high standard of reliability and safety for its code and data. VistA's data and databases need to be standardized, and its files and fields need to be identified, and defined, so that service-based interfaces can be created between VistA instances, between VistA and external systems, and between VistA and new user interfaces.

With FileMan modernization, these diverse applications/databases converge to a common structure (see below, **Figure 1 - VistA Data Architecture (simplified)**). This will enable structured data query and exchange across all VistA instances, creating an enterprise view of VistA data in standardized, computable form.

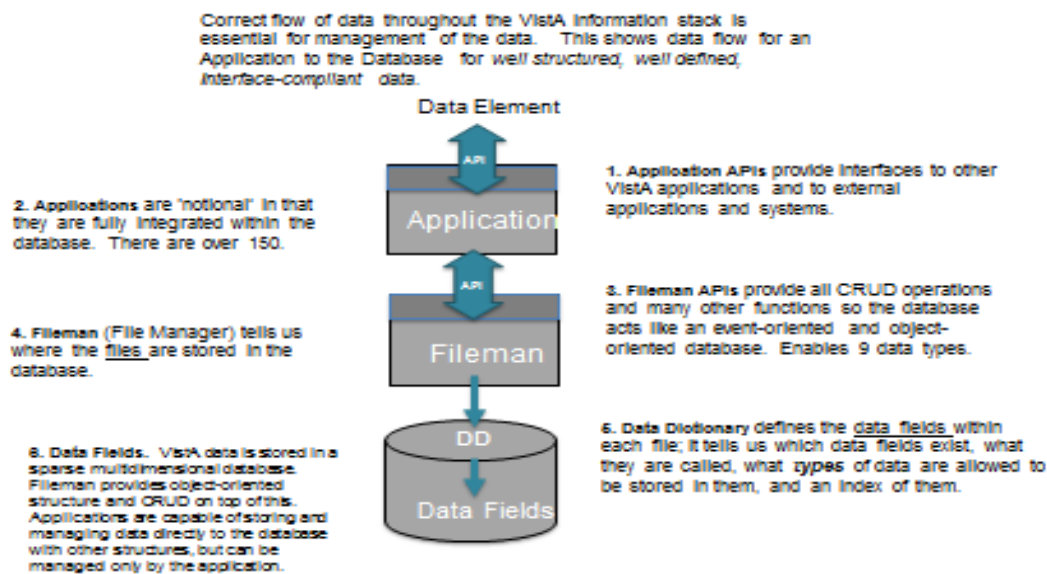


**Figure 1. VistA Data Architecture (simplified)**

VistA's architecture consists of over 150 applications for clinical care infrastructure and financial functions integrated within a single multidimensional database (M DB). Fileman is the database management system of VistA, it manages the data access, structures, and query for all VistA applications.



### VistA Data Flow: Ideal



VHA/OIA/HSM RMR 2014-1001

**Figure 2 - VistA Data Flow - Ideal**

Correct flow of data throughout the VistA information stack is essential for management of the data. This shows data flow for an Application to the Database for well structured, well defined, Interface compliant data.

The key to this integration of applications to their data is the database management system called File Manager (Fileman). FileMan modernization transforms VistA applications into "enterprise applications" with single enterprise interfaces to any other application, service, system. This is essential for data standardization and interoperability across the whole enterprise.

### 3. Customer and Primary Stakeholders

Marcia Insley, VHA representing the Office Informatics and Analytics, is the primary stakeholder for this request. Review [Appendix C](#) for the complete list of primary and secondary stakeholders.

### 4. Scope

The scope of this work is to deliver benefit to VA in the following areas:

1. Standardize FileMan data types, code sets, codebase and interfaces.
2. Upgrade Fileman security model, involving support for multiple secure models of the database and extending Fileman to securely manage database notes.
3. Extend Fileman to integrate database notes, as well as exposing and managing all pointers that cross application boundaries to enable cohort-queries..
4. Support multi-database feeds and file-data standardization, and will upgrade the database interfaces to support compare, query, and data marshaling.
5. Upgrade multi-database synchronization to include messaging, indexing, subscription, and aggregation and begin conversions of associated applications to standardized code, data structures, code sets, and other data.
6. Support manual database administration, multi-database management, and archive management with support for database "what-if" scenarios. Support record de-archiving and cross-system pointers. In addition it will introduce building blocks for a VISTA cloud and continue conversions of associated applications(s) to standardized code, data structures, code sets, and other data.
7. Support record migration from database to database and support definition of compound records (records that need each other to make sense). This phase will also semi-automate database administration and evolution and will complete conversions of associated application(s) to standardized code, data structures, code sets, and other data.
8. Provide the end capability of federation of records from multiple systems to create a virtual database, with support for table-driven record movement.
9. Apply Fileman architectural features (above items 1-9) to designatd Vista application(s) and test all features work correctly with applications(s)

10. The implementation and intergration of FileMan enhancements will require extensive coordination and scheduling. The specifics of this plan and requirements are documented in additional project documentations to include the Requirements Specifications Document (RSD) and Systems Design Document ( SDD), when available these documents will be posted here ([Link to FileMan 23 SharePoint](#))

## 5. Goals, Objectives and Outcome Measures

Goal/Objective and Desired Outcome	Impact	Measurement
FileMan 23 (FM 23) deployment enterprise-wide in VA	Enterprise improvement in data management and reporting capabilities for any VistA application	All VA sites will fully test and implement a functional FM 23
Comprehensive functional and unit testing of Fileman 23; field-testing of Fileman exercised with VistA applications.	Improve reliability and safety of VistA software Assurance that all features work as specified	FM 23 Code Coverage APIs 100% Unit IAs 100% Unit Changes 100% Bug fixes 100%  All new functionality of FM 23 tested



## 6. Enterprise Need/Justification

VistA's architecture consists of nearly 160 applications for clinical care, infrastructure, and financial functions integrated within a single database. This high level of integration of applications to real-time computable data is attributed to VistA's technology platform, which is the Massachusetts General Hospital Utility Multi-programming system (MUMPS) database application development platform. Nearly half of the hospitals in the U.S. have electronic health record (EHR) systems built on the MUMPS platform, including most of the nation's largest academic medical centers, the largest private sector hospital networks, and other federal healthcare delivery agencies.

The VistA architecture includes a database management system (DBMS) called File Manager (FileMan), and applications built on top of FileMan. FileMan provides structure for the data in VistA's database, and is the interface to VistA's data. Applications use FileMan application programmer interfaces (API's) to manage, structure, persist, and retrieve data in the VistA database. FileMan is used to query, sort, print, and make reports of VistA data. Although FileMan was written for VistA, it does not need to be used with VistA. Variants of FileMan are used as the DBMS in other Federal electronic health records systems (DoD & IHS).

The VistA Evolution program to modernize VistA includes modernizing VA's enterprise data management capabilities. Modernizing Fileman will functionally standardize VistA's database. This will enable structured data query and exchange across all VistA instances, creating an enterprise view of VistA data in standardized, computable form. .

## 6.1. FileMan Enterprise: Key Features

FileMan Enterprise (FM 23) will provide enterprise data management capabilities for any of the nearly 160 VISTA applications refactored to leverage its features. These features include:

- **Standardization** of VistA applications and their corresponding database, including *federating* application data to create an *enterprise-wide view* of patient data.
- **Population and cohort queries** for applications that are fully converted to use FileMan Enterprise.
- **Powerful interfacing and integration** capability of any VistA application to data source, application, or external system.
- **Standardized, enterprise Application Programmable Interfaces (APIs) to VistA applications.** These allow interfacing of external applications to all VistA systems through one enterprise API.
- Interface Modern **Internet Database capabilities**, including secure web services, web interfaces, and web data management capabilities.
- Standardize unified method of access for all VistA data through Fileman programmatic interfaces.

In view of VistA Evolution architecture, the above enterprise database modernization is the foundation for VistA's data to be published on a service-oriented architecture (SOA-enabling VistA), and foundational for VA to exchange structured data with external entities in the private, academic, and federal sector.

## 7. Requirements

### 7.1. Business Needs/Owner Requirements

BN/OWNR Number	Business Need (BN)/Owner (OWNR) Requirement	OWNR Priority*
BN 1	Adhere to the Enterprise Level requirements as specifically addressed in <a href="#">Appendix D</a> of this document.	High
<b>BN2</b>	<b>Standardize Fileman</b>	High
2.1	Standardize Fileman data types	High
2.2	Standardize Fileman code sets	High
2.3	Standardize Fileman codebase	High
2.4	Standardize Fileman office-automation interfaces	High
<b>BN3</b>	<b>Upgrade Fileman security model</b>	High

3.1	Upgrade Fileman security model to support multiple secure models of the database.	High
3.2	Extend Fileman to securely manage database notes	High
3.3	Extend Fileman to securely manage messages	High
BN 4	<b>Extend Fileman database integration.</b> <b>Note:</b> In addition capability to integrate cohort-query will be developed.	High
4.1	Extend Fileman to integrate database notes	High
4.2	Extend Fileman to integrate messages	High
4.4	Extend Fileman to expose and managing all pointers that cross application boundaries	High
BN5	<b>Support database feeds and standardization.</b>	High
5.1	Support multi-database feeds	High
5.2	Support file-data standardization	High
BN5.1	<b>Upgrade database interfaces to support compare, query, and data marshaling.</b>	High
5.1.1	Upgrade database interfaces to support compare	High
5.1.2	Upgrade database interfaces to support query	High
5.1.3	Upgrade database interfaces to support data marshaling.	High
BN6	<b>Upgrade multi-database synchronization.</b> <b>Note:</b> Initiate standardization of VA applications systems code, data structures, code sets, and other data.	High
6.1	Upgrade multi-database synchronization to include messaging	High
6.2	Upgrade multi-database synchronization to include indexing.	High
6.3	Upgrade multi-database synchronization to include subscription	High
6.4	Upgrade multi-database synchronization to include aggregation.	High
BN7	<b>Support record migration.</b>	High
7.1	Support record migration from database to database	High

7.2	Support definition of compound records (records that need each other to make sense).	High
<b>BN8</b>	<b>Provide the end capability of federation of records from multiple systems.</b>	High
8.1	Provide the end capability of federation of records from multiple systems to create a virtual database.	High
8.2	Provide the end capability of federation of records from multiple systems with support for table-driven record movement and deletion	High
<b>BN9</b>	<b>Enhance Internet Database Interfacing capabilities</b>	High
9.1	Provide Secure Web Services capability	High
9.2	Provide Web interfaces capability	High
9.3	Provide Web data management capabilities	High

## 7.2. Non-Functional Requirements

Functional requirements describe what a system must be able to perform—that is, the system behavior. All other requirements are non-functional. This section describes the non-functional requirements.

NONF ID	Non-Functional Requirements (NONF) Category
	<b>System Performance Reporting Requirements</b> (Note: Each system developed by VA OIT <u>must</u> comply with the following mandatory requirements.)
NONF2811	Include instrumentation to measure all performance metrics specified in the Non-Functional Requirements section of the BRD. At a minimum, systems will have the ability to measure reporting requirements for Responsiveness, Capacity, and Availability as defined in the non-functional requirements section of this document.
	<b>Operational Environment Requirements</b>
	System response times and page load times shall be consistent with pre-change VA standards for page load times.
	Maintenance, including maintenance of externally developed software incorporated into the FileMan 23 application(s), shall be scheduled during off peak hours or in conjunction with relevant maintenance schedules. The business owner should provide specific requirements for establishing system maintenance windows when planned service disruptions can occur in support of periodic maintenance.

NONF2820	Critical business performance parameters shall be identified, e.g. transaction speed, response time for screen display/refresh, data retrieval, etc. in a manner that data capture can occur to support metric reporting and support the OIT performance dashboard display. If no such performance metrics are required or provided there will be no program specific Service Level Agreements (SLA) created, nor shall there be any active/real time monitoring through the OIT Performance Dashboard to provide the business owners any performance metrics.
	<b>Documentation Requirements</b>
NONF1612	A technical training documentation shall be developed and delivered to addressing all identified roles.
	The training curriculum shall state the expected training time for primary and secondary users to use FileMan 23 application(s).
	All training documentation, user manuals and other training tools shall be developed/updated by Veterans Health Administration Office Informatics and Analytics and delivered to all levels of users. The documentation shall include all aspects of the enhanced FileMan 23 application(s) and all changes to processes and procedures.
NONF1613	The training documentation developed by the Program Office shall estimate the expected training time for identified roles.
NONF2228	User manuals and training tools shall be developed. If they already exist, updates shall be made, as necessary, to them and they shall be delivered to all levels of users.
	IT will provide the level of documentation required to support the system and maintain operations and continuity. Documentation shall represent minimal programmatic and lifecycle operations support documentation artifacts as defined by VA standards in ProPath and as required by the VA Enterprise System Engineering Lifecycle and Release Management office for sustained operations, maintenance, and support ( <a href="http://vaww.eie.va.gov/lifecycle/default.aspx">http://vaww.eie.va.gov/lifecycle/default.aspx</a> ) prior to approval by any VA change control board and release into production.
	<b>Implementation Requirements</b>
	Technical Help Desk support for the application shall be provided for users to obtain assistance with FileMan 23.
NONF1614	The IT solution shall be designed to comply with the applicable approved Enterprise SLA (full compliance with all standards, and processes mandated in the operating procedures associated with transitioning a system will be ensured).
	<b>Test and Development Data Protection/Back-up/Archive Requirements</b>
	<b>Data Quality/Assurance Requirements</b>
NONF2229	A monitoring process shall be provided to ensure that data is accurate and up-to-date and provides accurate alerts for malfunctions while minimizing false alarms.
	<b>User Access/Security Requirements</b>
NONF1617	Ensure the proposed solution meets all VHA Security, Privacy, and Identity Management requirements including <u>VA Handbook 6500</u> (see <u>Appendix D</u> ).
	Create user accounts that give the user full access to the FileMan application.

### 7.2.1. User Access Levels

The table below defines the different levels of user access to the FileMan 23 application(s):

Name	Description	File Manager Access
Advanced User	ADPAC, CAC, other Super Users	<i>FileMan's options for approved files.</i>
Programmers	Developers	<i>FileMan's approved API's</i>
Users	All VistA users	<i>No access to FileMan options</i>

### 7.2.2. Performance, Capacity, and Availability Requirements

#### 7.2.2.1. Performance

<b>If this is a system modification, how many users does the current system support?</b>
All VistA end-users( <i>total active accounts for all active stations is currently 646,532</i> )
<b>How many users will the new system (or system modification) support?</b>
This update will support the same number of users as the current FileMan does (no significant increased is expected).
<b>What is the predicted annual growth in the number of system users?</b>
The same as the number of VistA end-users, no appreciable growth is expected.

#### 7.2.2.2. Availability

<b>Describe when the envisioned system will need to be available (business hours only, weekends, holidays, etc.) to support the business.</b>
FileMan must be available at all times (24 x 7 x 365) with an availability of 99.9999%

## **7.3. Known Interfaces**

Fileman has hundreds of Application Programmable Interfaces (APIs) and hundreds of Interface Agreements (IA). A complete listing of interfaces of this effort will include defining and unit testing 100% of these APIs and IAs as stated in requirements section.

No Non-VA products are embedded in or required by VA FileMan, other than those provided by the underlying operating systems.

## **7.4. Related Projects or Work Efforts**

Fileman23 related projects/work efforts include: 22.2E; VistA Intake; VistA Service Assembler(VSA); VistA API 1.0 and VistA API 2.0.

# **8. Other Considerations**

## **8.1. Alternatives**

- The primary alternative to development of this application is to have VistA continue to use FileMan v22

## **8.2. Assumptions**

- It is assumed that the human resources will be available for VA-wide deployment of FileMan 23
- It is assumed that VA will find the appropriate alpha and beta test sites, with experienced Fileman super users, and provide the clearance for this testing within a short (less than six month) period of execution of the contract.
- All existing agreements, conventions, standards, interfaces, (MOUs, SLAs, IAs) must be honored and supported

## **8.3. Dependencies**

- The primary stakeholders will be available for further functional and non-functional requirements definitions as well as for user feedback during implementation.

## **8.4. Constraints**

- Adequate and early identification of sufficient number of alpha and best test sites with qualified (experienced) end users.

## Appendix A    References

- VA Handbook 6500 – Information Security Program  
[http://vaww1.va.gov/vapubs/viewPublication.asp?Pub\\_ID=638&FType=2](http://vaww1.va.gov/vapubs/viewPublication.asp?Pub_ID=638&FType=2)

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## Appendix B Models

Not applicable.

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## Appendix C Stakeholders, Users, and Workgroups

### Stakeholders

Type of Stakeholder	Description	Responsibilities
Requester	<ul style="list-style-type: none"> <li>Rafael Richards MD MS Health Solutions Management, VHA Office of Informatics and Analytics</li> </ul>	Submitted request. Submits business requirements. Monitors progress of request. Contributes to BRD development.
Endorser	<ul style="list-style-type: none"> <li>Aaron Drew, PhD Senior Enterprise Architect, OIT</li> </ul>	Endorsed this request. Provides strategic direction to the program. Elicits executive support and funding. Monitors the progress and time lines.
Business Owner(s)/Program Office(s)	<ul style="list-style-type: none"> <li>Marcia Insley, VHA, Office Informatics and Analytics</li> </ul>	Provide final approval of BRD with sign-off authority. Provide strategic direction to the program. Elicits executive support and funding. Monitors the progress and time lines.
Business Subject Matter Expert(s) (SME)	<ul style="list-style-type: none"> <li>Rafael Richards MD MS Health Solutions Management, VHA Office of Informatics and Analytics</li> </ul>	Provide background on current system and processes. Describe features of current systems, including known problems. Identify features of enhancement.
Technical SME(s)	<ul style="list-style-type: none"> <li>Ron DiMiceli OI&amp;T</li> </ul>	Provide technical background information about the current software and requested enhancements.

### Stakeholder Support Team

Role	Title/Organization	Name	Contact Information
OI&T Executive Sponsor	ASD PM	Dr. Charles Wiggins	Charles.Wiggins@va.gov
Business Owner	Director, Health Information Governance, VHA	Marcia Insley	Marcia.Insley@va.gov
Program Manager	Program Manager/COR	Russell Holt	Russell.Holt@va.gov
Technical SME	VHA OI&T	Ron DiMiceli	Ron.DiMiceli@va.gov
Program Analyst	PD	Larry Clark	Larry.Clark@va.gov

VHA Liaison	VHA/OIA	Brenna Long	<a href="mailto:Brenna.Long@va.gov">Brenna.Long@va.gov</a>
PMO Support	Team SBG	Ben Deady	<a href="mailto:Bdeady@sbgts.com">Bdeady@sbgts.com</a>
PMO Support	Team SBG	Tiffany J. Jackson	<a href="mailto:Tiffany.Jackson@us.pwc.com">Tiffany.Jackson@us.pwc.com</a>

## Primary and Secondary Users

Type of User	Description	Responsibilities
Users	All VistA Users	N/A
Advanced Users	ADPAC, CAC, Superusers	Use of Screenman and Fileman
Programmers	Development	FileMan API

## Appendix D Enterprise Requirements

Below is a subset of Enterprise-level Requirements that are of particular interest to the business community. These requirements **MUST** be addressed within each project resulting from this work effort. If OIT cannot address these Enterprise-level requirements, the Business Owners responsible for each area **MUST** be engaged in any waiver discussions prior to any decisions being made. This section is not meant to be a comprehensive list of all Enterprise-level requirements that may apply to this work effort and should not preclude the technical community from reviewing all Enterprise-level requirements and identifying others that should apply to this work effort as well.

ReqPro Tag	Requirement Type	Description
ENTR25	Security	<p>All VA security requirements will be adhered to. Based on Federal Information Processing Standard (FIPS) 199 and National Institute of Standards and Technology (NIST) SP 800-60, recommended Security Categorization is High</p> <p>The Security Categorization will drive the initial set of minimal security controls required for the information system. Minimum security control requirements are addressed in NIST SP 800-53 and VA Handbook 6500, Appendix D.</p>
ENTR99	Security	<p>All VA security requirements will be adhered to. Based on Federal Information Processing Standard (FIPS) 199 and National Institute of Standards and Technology (NIST) SP 800-60, recommended Security Categorization is High.</p> <p>The Security Categorization will drive the initial set of minimal security controls required for the information system. Minimum security control requirements are addressed in NIST SP 800-53 and VA Handbook 6500, Appendix D.</p>
ENTR100	Security	<p>All VA security requirements will be adhered to. Based on Federal Information Processing Standard (FIPS) 199 and National Institute of Standards and Technology (NIST) SP 800-60, recommended Security Categorization is Moderate.</p> <p>The Security Categorization will drive the initial set of minimal security controls required for the information system. Minimum security control requirements are addressed in NIST SP 800-53 and VA Handbook 6500, Appendix D.</p>

ReqPro Tag	Requirement Type	Description
ENTR101	Security	<p>All VA security requirements will be adhered to. Based on Federal Information Processing Standard (FIPS) 199 and National Institute of Standards and Technology (NIST) SP 800-60, recommended Security Categorization is Low.</p> <p>The Security Categorization will drive the initial set of minimal security controls required for the information system. Minimum security control requirements are addressed in NIST SP 800-53 and VA Handbook 6500, Appendix D.</p>
ENTR10	Privacy	All VA Privacy requirements will be adhered to. Efforts that involve the collection and maintenance of individually identifiable information must be covered by a Privacy Act system of records notice.
ENTR95	508 Compliance	<p>All Section 508 requirements will be adhered to. Compliance with Section 508 will be determined by fully meeting the applicable requirements as set forth in the VHA Section 508 checklists (1194.21, 1194.22, 1194.24, 1194.31 and 1194.41) located at: <a href="http://www.ehealth.va.gov/508/resources_508.html">http://www.ehealth.va.gov/508/resources_508.html</a> or as otherwise specified. Checkpoints will be established to ensure that accessibility is incorporated from the earliest possible design or acquisition phase and successfully implemented throughout the project.</p>
ENTR7	Executive Order	All executive order requirements will be adhered to.
ENTR8	Identity Management	All Enterprise Identity Management requirements will be adhered to. These requirements are applicable to any application that adds, updates, or performs lookups on persons.
ENTR103	Terminology Services	Application/services shall reference the Standard Data Services (SDS) as the authoritative source to access non-clinical reference terminology.
ENTR104	Terminology Services	Application/Services shall use the VA Enterprise Terminology Services (VETS) as the authoritative source to access clinical reference terminology.
ENTR105	Terminology Services	Applications recording the assessments and care delivered in response to an Emergency Department visit shall conform to standards defined by the VHA-endorsed version of C 28 – Health Information Technology Standards Panel (HITSP) Emergency Care Summary Document Using Integrating the Healthcare Enterprise (IHE) Emergency Department Encounter Summary (EDES) Component.
ENTR106	Terminology Services	Applications exchanging data summarizing a patient's medical status shall conform to standards defined by the VHA-endorsed version of C 32 – HITSP Summary Documents Using Health Level Seven (HL7) Continuity of Care Document (CCD) Component.

## Appendix E Technical Information

*Note: This information has been provided by the site and has not been validated by Product Development.*

### Technical Product Description: Not Provided

Product Platform	Product Type	Standards & Conventions Committee (SACC) Compliance for Massachusetts General Hospital Utility Multi-Programming System (MUMPS/M) and Graphical User Interface (GUI)	Compliance with Section 508 of the Rehabilitation Act Amendments of 1998
-- Select Platform --	-- Select Type --	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown

Language	Database	Are Database Integration Agreements (DBIA) Required?
<input type="checkbox"/> MUMPS <input type="checkbox"/> C++ <input type="checkbox"/> Java <input type="checkbox"/> C <input type="checkbox"/> Other <input type="text"/>	<input type="checkbox"/> Oracle <input type="checkbox"/> MS SQL Server <input type="checkbox"/> MS Access <input type="checkbox"/> Other <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown

Are automated test scripts available?	If no, are manual test scripts available?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Have test sites been identified?	If yes, list the sites.
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Has a Regional Review been performed?	If yes, which Region performed the review?
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	

Does the product use the Social Security Number (SSN)?	If the product uses the SSN, what is the source?	If the product uses the SSN, is the SSN used as search criterion?	If the product uses the SSN, is the SSN stored locally in the product?
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If SSN is used as a search criterion, under what authority is the SSN being used? Cite authority that gives permission to use SSN.			

Does the application make use of the International Classification of	If yes, (the application does make use of the ICD code set), please	Who is the point of contact for	Does the application make reference to
--	---	---------------------------------	--

Diseases (ICD) code set?	describe?	questions regarding ICD-9?	files 80 and 81, the ICD files?
<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

Does this product support multi-divisional facilities?	Does this product use / introduce files that need local adaptation?	Is there anything that may be designed / built that will not be portable?
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know



## Appendix F Acronyms and Abbreviations

OIT Master Glossary:

Term	Definition
APIs	Application Programmable Interfaces
BN	Business Need
BRD	Business Requirements Document
DBMS	Database Management System
EHR	Electronic Health Record
FM 23	FileMan Enterprise
HITSP	Health Information Technology Standards Panel
IAs	Interface Agreements
IT	Information Technology
MUMPS	Massachusetts General Hospital Utility Multi-programming System
NONF	Non-Functional Requirement
NSR	New Service Request
OIT	Office of Information and Technology
OWNR	Owner Requirement
RDM	Requirements Development and Management
RSD	Requirements Specifications Document
SDD	System Design Document
SME	Subject Matter Expert
VA	Department of Veterans Affairs
VHA	Veterans Health Administration
VistA	Veterans Health Information Systems and Technology Architecture
VSA	VistA Service Assembler

## **Appendix G   Diagram**

Example			
COMPOSER	NOV 15, 2012	09:36	PAGE 1
NAME	BIRTHDATE		
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ERA: BAROQUE			
BACH, JOHANN SEBASTIAN	MARCH 31, 1685		
CORELLI, ARCANGELO	FEBRUARY 17, 1653		
HANDEL, GEORGE FRIDERIC	FEBRUARY 23, 1685		
PACHELBEL, JOHANN	AUGUST 1653		
PURCELL, HENRY	SEPTEMBER 1659		
SCARLATTI, ALESSANDRO	MAY 2, 1660		
SCARLATTI, DOMENICO	OCTOBER 26, 1685		
TELEMANN, GEORG PHILIPP	MARCH 14, 1681		
VIVALDI, ANTONIO	MARCH 4, 1678		
ERA: CLASSICAL			
BACH, CARL PHILIPP EMANUAL	MARCH 8, 1714		
BACH, JOHANN CHRISTIAN	SEPTEMBER 5, 1735		
BOCCHERINI, LUIGI	FEBRUARY 19, 1743		
GLUCK, CHRISTOPH WILLIBALD	JULY 2, 1714		
HAYDN, JOSEPH	MARCH 31, 1732		
MOZART, WOLFGANG AMADEUS	JANUARY 27, 1756		
Col> 1  <PF1>H=help <PF1>E=exit  Line> 22 of 300 Screen> 1 of 14			

## Appendix H Approval Signatures

The requirements defined in this document are the high level business requirements necessary to meet the strategic goals and operational plans of the <<*Program Office (insert name of PO)*>>. Further elaboration to these requirements will be done in more detailed artifacts.

### Business Owner

Signifies that the customer approves the documented requirements, that they adequately represent the customers desired needs, and that the customer agrees with the defined scope.

Signed:

---

Name

Date

### **Business Liaison**

Signifies appropriate identification and engagement of necessary stakeholders and the confirmation and commitment to quality assurance and communication of business requirements to meet stakeholder expectations.

Signed:

---

<<*Business Liaison Name and Title*>>

Date

*Health Enterprise Systems Manager (for VHA)*  
*XXXXX (for VBA)*  
*XXXXX (for NCA)*  
*XXXXX (for Corporate)*

### **Customer Advocate**

Confirms that the request merits consideration and review by the Business Intake Review Board.

Signed:

---

<<*Customer Advocate Name and Title*>>

Date

*Executive Customer Advocate Medical*  
*Executive Customer Advocate Corporate*  
*Executive Customer Advocate Benefits and Cemetery*  
*Include approval message attachments [HERE](#)*

### **Office of Information and Technology**

Indicates agreement that the requirements have been received, are clear, understandable, and are documented sufficiently to facilitate project planning when the project is approved and funded. It is understood that negotiations may need to occur with the business during project planning as a result of technical reviews and feasibility.

Signed:

---

<<*OIT Name and Title*>>

Date

### **Requester**

Signifies that the requester approves the documented requirements.

Signed:

---

Rafael Richards MD MS

Date

VHA, Office of Informatics and Analytics

### **Functional Subject Matter Expert**

Signifies that the functional subject matter expert approves the documented requirements.

Signed:

---

<<SME Name>>

Date

<<SME Organization>>

*Include approval message attachments [HERE](#)*

### **Technical Point of Contact**

Signifies that the technical point-of-contact approves the documented requirements.

Signed:

---

<<Tech POC Name>>

Date

<<Tech POC Organization>>